



TGEI Steering Committee Meeting
WRS TN Tower
3rd Floor – Cheatham Room
Sept 15, 2006

Officers

Buddy Lea, Chair ('99) **PRESENT**
Karen Hale, Vice-Chair ('04)
Joe Swinford, Past Chair ('03) **PRESENT**

Class of 2004 Serving 2005-2006

George Zukotynski ('04) **PRESENT**
Tracy Stinson ('04)
Martha Staley ('04)

At-Large Members Serving 2005-2006

Renee Jackson ('98) **PRESENT**
Marva Bradford ('85) **PRESENT**

Class of 2005 Serving 2006-2007

Trent Ridley ('05)
Kendra Gipson ('05) **PRESENT**
Jeanne Stevens ('05)

At-Large Members Serving 2006-2007

Ron Maupin ('00) **PRESENT**
Larry Richardson ('97) **PRESENT**

Also in Attendance: Cindy Saladin

- **Scribe – Review of last meeting's minutes** – Jeanne Stevens
Not available at this time.

- **Old Business**
 - **TGI Golf Tournament – Ron Maupin/Joe Swinford**
 - This was very successful. Everyone had a great time.
 - Thanks very much to Ron and Joe for all their hard work and making this a success.
 - There were many compliments about the event.
 - This was a great opportunity for bonding and for networking.
 - There were 31 participants.
 - This time of the year for this event seem especially good.
 - If in the future, we can get a few more participants, may be able to get the whole course.
 - The budget worked out. Costs were covered, and a little was left over.
 - People were very appreciative of the bags of goodies.

- **Brown Bag Meeting at TEMA – Larry Richardson**
 - This worked out well. The technology was very cool.
 - Thank you Larry and Buddy for all your good work on this activity.
 - Use of the vans worked out well as a mode of transportation.
 - 35 people attended.
 - Thank you notes have been sent out via e-mail to those who helped put on the event.
 - There were more TGMI participants than TGEI. We need to think about how to encourage more TGEI participation.

- **TGEI/TGMI (TGI) Fall Conference – Cindy Saladin, Fall Conf. Committee Members**

- **Agenda Update and Other Information**

- Cindy presented an update. The planning group met on 9/14/06 to continue to process details.
- A copy of the draft agenda was distributed to the Steering Committee.
- The theme is “The Call to Public Service.”
- There was extensive discussion of the proposed agenda and the logistics.
- Door prizes will be handled differently. You will get two name tags, one of which is to be placed in the prize jar. Most of the drawings will be done outside of the conference activity and posted on a “winner’s board.”
- There will be a Display Area. Each agency will display highlights and awards of their agencies. This will emphasize positive images of state government. As many as 54 agencies may be displayed. Table size for the displays, 4 feet by 4 feet. Presenters will be responsible for set up and take down.

Notification and deadlines for the displays will be done soon. One method discussed was to contact a TGMI or TGEI alumnus and that person could be the person to contact the Public Information Officer for the agency.

There are also plans to have a banner display with names of all employees in State government with 40+ years (estimate 1800 persons) at the TGI fall conference.

- Catering will be done by Montgomery Bell, including continental breakfast, soup and sandwich lunch, and chocolate fountains.
- Montgomery Bell will bring decorations, except for the stage.
- No presentations are scheduled during lunch.
- Budget looks good.
- Registration will be \$40.00.
- Buddy expressed the enthusiastic support of the Steering Committee. There is one more planning meeting before the Conference, October 9. Buddy plans to attend.

- We need volunteers from the Steering Committee to help set up and take down items. The volunteers need to help on November 1, 1 PM. Also, volunteers to help stuff the hand outs will be needed.
- The registration site for the Conference should be up and running by next Friday, 9/22/06.
- **How TGEI Steering Committee Members can help in preparation for the Conference**
 - Buddy discussed attendance at the Steering Committee and commitment of the participants.
 - Buddy expressed his enthusiastic support for the Fall Conference and the support of the Steering Committee.
- **Next Meeting: 10/20/06**
 - Buddy discussed the important of the Steering Committee Members attending the meetings.
 - Buddy asked that members think about the meeting formula and offer any suggestions. Conference calls were discussed as an occasional option.